

From: [Perez, Myra](#)
To: [Coltrain, Katrina](#)
Cc: [Kady, Thomas](#); jonathan.d.mcburney@lmco.com; [Flores, Raymond](#); [Gannon, Nick](#); [Gorostiza, Sylvia](#); [Warren, Christy](#)
Subject: Revised:: CLP Region 6 Sample IDs, and Case Number, container requirements for Wilcox for the wks of 11/30->12/18/15 - please reply
Date: Tuesday, November 17, 2015 4:22:21 PM
Attachments: [CNTNREQORG45671.water.soil.doc](#)
[CNTNRO.5035.doc](#)
[CNTREQ45671TMDM.doc](#)
[CASE45671.docx](#)

Hello All – Enclosed please find the container requirements for the inorganic analysis. The document “Case 45671” was revised to add 12 CLP sample numbers for the dissolved metals + Hg analysis.

I recommend that a conference call be scheduled for 11/24/15 at 10 am to discuss the attached instructions and the SCRIBE chain-of-custody. It is important that Team Leader in charge of the sampling participate in this conference call, as well as the person designated to work on SCRIBE and generate the chain-of-custody.

If date and time is not convenient, please propose alternate date/time.

Please do not hesitate to contact me if you have questions.

Myra Pérez
R6 CLP RSCC
281-983-2130

From: Perez, Myra
Sent: Monday, November 16, 2015 10:07 AM
To: Coltrain, Katrina
Cc: Flores, Raymond; Gorostiza, Sylvia; Warren, Christy; Kady, Thomas; 'Mcburney, Jonathan D'
Subject: FW: - CLP Region 6 Sample IDs, and Case Number, container requirements for organic analyses for Wilcox for the wks of 11/30->12/18/15 - please reply

Hello All – attached please find container requirements instructions for the organic analyses. The inorganic information will be forwarded once we know if DM is approved by Katrina.

Do not hesitate to contact me if you have questions.

Myra Pérez
R6 CLP RSCC
281-983-2130

From: Perez, Myra
Sent: Friday, November 13, 2015 10:46 AM
To: Coltrain, Katrina

Cc: Flores, Raymond; Gorostiza, Sylvia; Kady, Thomas; jonathan.d.mcburney@lmco.com

Subject: RE: - CLP Region 6 Sample IDs, and Case Number for Wilcox for the wks of 11/30->12/18/15
- please reply

Hello.

The Case number for the Wilcox site is **45671**. The attached document is a draft pending approval from RPM for the Dissolved Metals (DM) analysis. This change will require the inorganic Modified Analysis (MA) to go out for re-solicitation. Container requirements and volumes will be forwarded once we receive information concerning the DM analysis.

Please review the number of samples per matrix per analysis listed in the attached document. If there is a discrepancy let me know ASAP. Indicate if you need Dissolved Mercury also.

The turnaround time is 21 days.

Please note the following news/changes/instructions:

- 1) R6 SMO Coordinator, Margaret Jarosz, has a different e-mail address:
mjarosz@csgov.com
- 2) Margaret, at this time, does not have a phone number. She can be reached by e-mail.
- 3) The sampler will e-mail a pdf copy of the **lab** COC to me, after shipping the samples (on the first day of shipping).
- 4) **Tags** – You indicated that you will not use tags. Please follow instructions in the attachments.
- 5) The sampler must **register** with SMO to access the portal:
Log in to the SMO Portal Site located at
<http://epasmoweb.fedcsc.com/smoportal> using your Username and Password.
If you do not have a Username and Password, register for access using your Organization.

The sampler must review the lab copy of the traffic report (COC) carefully before placing it inside the zip lock bag. Verify that the case number is listed on the TR, check that turnaround time (TA) and analysis are on the TR. Follow the instructions in the attached documents.

Contact ERT Software Support for questions concerning SCRIBE and to obtain any updates on the software.

ERT Software Support

Phone 1-800-999-6990

Fax - 732-321-6724

ERTSupport@epa.gov

www.ertsupport.org

Please call me at your earliest convenience, if you have questions concerning container and other CLP issues not related to SCRIBE.

Myra Perez

R6 CLP RSCC

281-983-2130